



LAND COVERAGE PREQUALIFICATION APPLICATION

The California Tahoe Conservancy Land Bank

The Conservancy acquires properties for the Land Bank Program from willing sellers. Once acquired, the development potential on these properties is retired. The land is restored, and the restoration credits, land coverage, or other rights are stored in the Land Bank, for ultimate conveyance to parcels that are eligible to receive the rights pursuant to Tahoe Regional Planning Agency (TRPA) and local regulations. These rights are available for purchase and transfer to eligible public and private projects on a first-come, first-serve basis. If available, the Land Bank can provide rights to the following categories: Open Market Sales, Public Service, Conservancy projects, and Excess Coverage Mitigation.

BOARD MEMBERS

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Executive Director

Parcel Eligibility

A parcel's eligibility to receive rights via transfer is dictated by the TRPA Code of Ordinances. All parcels may not be eligible to receive additional rights. Please visit the [TRPA website](#) for more information.

Prequalification Application Form

All Prequalification Applications received by the Conservancy are treated on a first-come, first-serve basis. A separate application must be submitted for each parcel receiving coverage rights. Please refer to the [Land Coverage Price List](#) for eligibility, requirements, fees, and other criteria.

All applicants must submit project plans with the local building jurisdiction and/or TRPA before applying for coverage rights with the Conservancy. If Conservancy submittal occurs the same day as building department/TRPA submittal, the applicant's timeline to break ground will benefit. We strongly advise that the applicant does not wait until approved plans are received before contacting the Conservancy.

Administrative Transaction Fee - \$350

Buyer shall submit a non-refundable \$350 administrative transaction fee with the complete application package, by check or money order made payable to the California Tahoe Conservancy, for land coverage transactions exempt from the California Environmental Quality Act (CEQA).

CEQA Fee - \$2,500 (If applicable) - See CEQA section below for details.

Timeline

While the transaction could take as little as three weeks, the process could take as much as six months depending upon the circumstances.

LAND COVERAGE PREQUALIFICATION APPLICATION

Part 1 - Applicant Information

Owner(s) shown on Grant Deed:

Consultant or designated contact person:

Name: _____

Mailing Address: _____

Telephone: _____

Fax: _____

E-mail: _____

If title is held in a corporation, trust, property owner's association, list:

Name of corporation, etc.: _____

Name of signer: _____

Capacity of signer: _____

Applicant requests the Conservancy send documents to the following party via:

U.S. mail to: _____

E-mail to: _____

Part 2 - Eligibility Criteria

Applicant is required to submit plans for project approval with the City, El Dorado County, Placer County, and/or the Tahoe Regional Planning Agency (TRPA) before submitting this application.

Jurisdiction reviewing plans:

City of South Lake Tahoe (City)

El Dorado County

Placer County

TRPA

Permit or Application Number: _____

Jurisdiction's contact person (if known): _____

Have you obtained or contracted for transfer of coverage from any other source?

yes no

If yes, how much? _____

Part 3 - Project Identification

Type of project: New Remodel

Description of project: _____

Project Location:

Physical Address: _____

Assessor's Parcel Number: _____

Previous Assessor's Parcel Number (if any): _____

Hydrologic Area (*check one*) – use the following [link](#) to determine your hydrologic area:

- Agate Bay Emerald Bay
- Tahoe City South Stateline
- McKinney Bay Upper Truckee (Upper Truckee, within Tahoe Keys)

Estimated cost (Conservancy staff will request later):

Amount of square feet to transfer: _____

Cost per square foot - [Link to price list](#): \$ _____

Subtotal: \$ _____

Administrative fee (due with application): \$ 350.00

Escrow fee: \$ 200.00

TOTAL estimated amount due (later): \$ _____

Part 4 - Environmental Documentation (CEQA)

Has an Environmental Impact Report or Negative Declaration:

Been filed for this project? yes no

Will one be required if not yet filed? yes no

Note: If an environmental document is required for your project, or if an environmental document is required by another agency, then action is required by the Conservancy Board. If there is an existing environmental document, then action is required by the Conservancy Board. The Conservancy Board meets quarterly as follows: March, June, September and December. Please allow an additional 3-5 months to complete this type of project. Buyer shall pay a non-refundable \$2,500 fee, for transactions requiring a CEQA document, made payable to the California Tahoe Conservancy, in addition to the above referenced standard administrative transaction fee. The CEQA process is separate from, and does not include, the TRPA Environmental Checklist. TRPA is not subject to CEQA.

Part 5 - Required Documentation

- Grant Deed;
- Site Plan must contain the following:
 - Assessor’s Parcel Number
 - IPES/Bailey score
 - Area of property
 - Allowable Base Coverage
 - Maximum Allowable Coverage with Transfer
 - Existing Coverage (if any)
 - Proposed On-Site Coverage;
- Copy of TRPA, City, or County permit application OR copy of conditional permit specifying amount of coverage to be transferred;
- TRPA allocation certificate - City/El Dorado County -for new residential construction only. Placer County - applicant to provide after permit issuance;
- IPES/Bailey score (additional info requested, if applicable):
 - TRPA data if parcel contains Stream Environment Zone
 - TRPA Determination of Allowable Coverage (DOAC) if parcel is > 1/3 acre
 - TRPA Verification of new score if original score is < 726 (Placer County)
 - Bailey score - submit copy of verification or assessment;
- \$350 non-refundable administrative transaction fee, made payable to the California Tahoe Conservancy (submit with application); and
- \$2,500 non-refundable additional fee made payable to the California Tahoe Conservancy for projects requiring an environmental document (If applicable, submit with application).

Note: Off-site coverage may be purchased from the Building Department or TRPA.

I declare under penalty of perjury that all the information contained in this application is true to the best of my ability and that the property is legally eligible for development and to receive these rights. I understand that the amount of coverage which I propose to purchase is subject to the Land Bank’s supply, and review and approval of the Conservancy and any applicable regulatory agency. I further understand that I will not be able to purchase more than the amount of coverage needed for the above project and which can be transferred onto the subject property.

Applicant Signature: _____

Date: _____

Mail or hand-deliver Prequalification Application with requested fees and attachments to:

California Tahoe Conservancy
Attention: Land Bank Program
1061 Third Street
South Lake Tahoe, California 96150

CONTACT:

Consultation is by appointment only, drop-ins will not be accommodated.

Amy Cecchetti,
Public Land Management Specialist III
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or Kevin Prior,
Administrative Officer
(530) 543-6016
kevin.prior@tahoe.ca.gov

or

Christine West
Staff Services Analyst
(530) 543-6006
christine.west@tahoe.ca.gov

For Conservancy Use Only:

Received Date: _____

By: _____

Parts 1-5 complete: Yes No

Date Administrative Fee received: _____

Administrative Fee Amount: \$ _____

Comments: